

City of West St. Paul
City Council Meeting Minutes
February 13, 2017
6:30 p.m.

1. Call to Order

Mayor Jenny Halverson called the meeting to order at 6:30 p.m.

2. Roll Call

Present: Mayor Jenny Halverson and Councilmembers Ed Iago, Dave Napier, Dick Vitelli, John Bellows, and Bob Pace. Clpn. Anthony Fernandez had an excused absence.

Others present: Interim City Manager Ryan Schroeder, Assistant City Manager Sherrie Le, City Attorney Korine Land, Community Development Director Jim Hartshorn, Public Works Director Ross Beckwith, Police Chief Manila Shaver, Finance Director Joan Carlson and City Clerk Chantal Doriott.

3. Pledge of Allegiance

4. Adopt the Agenda

Motion was made by Clpn. Vitelli and seconded by Clpn. Iago to adopt the agenda as presented. All members present voted aye. Motion carried.

5. OCWS Briefing

Mayor Jenny Halverson explained the following items were discussed by the City Council at the work session held prior to the regular meeting:

- Process for possible changes to Smith and the formation of a Public Advisory Committee;
- Zoning amendment for adult day care on Marthaler; and
- River to River trail crossing meetings.

6. Citizen Comments

No one present wished to speak.

7. Council Comments

Clpn. Bellows said he encountered a resident who commented on how much he appreciates the use of the dome for walking, running and other exercise. Use of the dome for this light exercise is available to the public, for free, at certain times. Information is available on the city's website.

Clpn. Halverson recognized a great asset, the Dodge Nature Center, is celebrating its 50th anniversary this year. Fifty years ago Olivia Dodge dedicated that space to Dodge Nature Center. The city is extremely proud to have them as part of our community and looks forward to all the 50 year celebrations

Clpn. Napier said Mrs. Dodge purchased land and decided to open the Nature Center, It is one of the biggest things going on in our city. Mrs. Dodge passed away about nine years ago but her legacy continues. Look how her legacy continues with the 50th year celebrations. There will be many opportunities to celebrate our nature center this year.

8. Proclamations, Presentations and Recognitions

B. SMFD - Introduce New Firefighters

Fire Chief Mike Potts explained on January 9th, two new firefighters were hired by the South Metro Fire Department, to fill vacant positions. At a ceremony on January 18, 2017 these new Probationary Firefighters were sworn-in to the South Metro Fire Department. Although the firefighters have already taken their oath and received their badges, the Fire Department would appreciate the opportunity to introduce the following new firefighters to the City Council and residents of West St Paul and introduced: Logan Schewe and Jordan Thompson. These two started training a few weeks ago and will go on shift in about nine more months. The Council and audience gave a round of applause. Thanks for your commitment to West St. Paul and we wish you a long and safe career with the South Metro Fire department.

A. Oath of Office, New Police Officers

The police department has established a practice of having newly hired officers introduced at a Council meeting, be sworn in by the Mayor and commit themselves to the oath of a police officer. Police Chief Manila Shaver introduced the three new officers: Ben Ellringer, Joelle Bartlett and Lucas Forester.

Mayor Halverson administered the oath. Police Chief Shaver said Lt. Brian Sturgeon is responsible for the entire hiring process. He truly brings us the "cream of the crop" and these three will be a great addition to our department. The City Council thanked the new police officers for their service and gave a warm welcome. We wish you a long and safe career in West St, Paul.

9. Consent Agenda

- A. Accept Donation From Dakota Electric Association
- B. Approve Closing Debt Service Fund
- C. Grant Agreement, Tobacco Educational Compliance Checks
- D. January Financial Reports
- E. Previous Meeting and Work Session Minutes of January 23, 2017
- F. Council Report - Rental Licensing
- G. List of Claims

Motion was made by Clpn. Vitelli and seconded by Clpn. Iago to approve the consent agenda items as presented above. All members present voted aye. Motion carried.

10. Public Hearing

There were no public hearings scheduled for this evening.

11. New Business

A. Resolution accepting a Federal Transportation Alternative Program (TAP) Grant in the amount of \$1.195M from the Metropolitan Council

Community Development Director Jim Hartshorn gave an overview. The City was recently awarded a \$1.195M Transportation Alternative Program (TAP) grant from the Metropolitan Council to install an off-street trail along the south side of Marie Ave and a sidewalk on the north side of Marie Ave for the segment located between Robert St. and Oakdale Ave, and an off-street trail on the east side of Oakdale Ave for the segments located between Mendota Rd and Wentworth Ave (see attached map). The federal dollars are programmed to be available in 2019. The Metropolitan Council awarded a total of \$208M to 58 projects (out of 150 total). Project types include local highway, bridge, transit, bicycle, and pedestrian projects in all seven counties of the region; in 45 different cities and townships. The application was the City's third attempt to obtain federal dollars to install trail/sidewalk on these priority segments (all segments are listed as priority in the Bike/Ped Plan). The City recently completed a feasibility study for the proposed trails/sidewalk with a grant from Dakota County Active Living in 2015. The completed study assisted in getting the project a higher application score resulting in the award of the grant.

The grant requires a 20 percent local match for construction (total project cost is estimated at \$1.493M (construction only)). Since Wentworth is a City street, the City must cover the 20 percent local match. However, since Oakdale is a county road, the County has agreed to cost share in the 20 percent match with the City for the Oakdale segments. The preliminary estimated local match for construction is \$300,000 (estimated \$211,000 City contribution/\$89,000 County contribution).

In addition, engineering costs and right-of-way/easement costs are not an eligible expense for the grant. Therefore, the next step, pending Council approval, is to RFP the engineering work. Staff estimates that engineering costs for the project will be around \$200,000 (estimated \$140,000 City contribution, \$60,000 County contribution). Preliminary engineering found that there is a need for easements for the Oakdale segments. The preliminary estimated cost to acquire the needed easements for Oakdale Ave. is \$650,000 (estimated \$292,500 City contribution, \$357,500 County contribution). However, temporary easements may also be required for Marie due to grading issues. So, there is potential for additional easement costs pending engineering. The total estimated City contribution to complete the project is \$641,000. The Finance Dept. is recommending utilizing LGA funds to complete the engineering work this year, and will budget remaining dollars needed in 2018 and 2019.

Comments:

- Mayor Halverson is appreciative that staff pursued the funding and said this is a critical piece in our overall plan. There is a need and want and this is a benefit to keep people safe.
- Clpn. Iago asked Director Hartshorn about the funding. It won't be available until 2019 but Director Hartshorn said we need to approve. The necessity of having a trail on Marie is mandatory. He is not sure about having a trail and a sidewalk. What concerns him is the unknown entity of easements. Is there any idea of cost? The project cost could magnify. Given our project history, he is hesitant to go into this project, not knowing easement cost information. Director Hartshorn believes there may be time between this meeting and the next meeting to consider approval.
- Clpn. Bellows asked if we proceed are we obligated to take all the trails and sidewalks in this project. Director Beckwith said you are scored on what you submitted. Clpn. Bellows said the sidewalk on the north side seems to be a business property with little commercial property. Clearly we need to put in a sidewalk on the south side. It's less clean on the north side. The portion of trail and path on Oakdale, south of Marie, The south side abuts Southview Golf Course. He is not sure people will bike in this area. He questions the cost since easement acquisition is under question. Before we commit to the entire project we need to know what those pieces are – if this is part of the engineering study, fine, but we need to know the costs. Director Hartshorn said staff might have a little time to do some research and bring this back to a future meeting. Also, the map shows the River to River Greenway is along Wentworth and Oakdale and this is not the plan. He could be in favor of a foot traffic study and possibly a mid-block crossing if needed.
- Mayor Halverson clarified what had been discussed and added comment on the sidewalk. A foot-traffic study is not viable; there is little foot traffic there now because there is no sidewalk. She is not in favor of a mid-block crossing. Mayor Halverson strongly supports the plan, including the sidewalk plan, as presented in the report. This is critical to the safety of our residents. Further, she is concerned about the study findings because not many people use this area for walking because there is not a sidewalk (which might skew the findings).
- Clpn. Vitelli asked about existing sidewalks on the plan – there may be an error on Mendota Road.

- Attorney Land said once accepted can we determine a part of the entire grant based on pending information. She has not been involved in the process. Clpn. Vitelli said the Bidwell grant was just turned back. Clpn. Iago at this point there needs to be a couple of items cleaned up especially easement acquisition. Clpn. Napier said he believes there is no number available for acquisition and there are less negatives with this project. We should go with SRF estimates. Additional comments ensued. Clpn. Pace asked if we applied and get the grant and it's cost prohibitive, can we give it back. Yes, said Director Hartshorn. Clpn. Bellows pointed out we are talking about Oakdale on the shared part of the easement. It doesn't appear that Marie has much issue. The question is Oakdale.

Motion was made by Clpn. Napier and seconded by Clpn. Vitelli to approve and adopt Resolution No. 16-10 which formally accepts the grant and authorizes staff to solicit bids to complete required engineering design. Clpns. Napier, Vitelli and Pace voted aye. Clpns. Iago and Bellows voted nay. Motion failed.

12. Old Business

A. Award Contract for Crusader Avenue Sewer Lining Project #17-2

Public Works Director Ross Beckwith gave an overview. The current Capital Improvement Program (CIP) includes a 2017 construction project to line a large concrete sewer main on Crusader Avenue. Lining sanitary sewer mains is a cost effective way to restore pipe integrity as well as seal the pipe from I/I.

The existing 50 year old 18-inch concrete gravity sewer main runs under Crusader Avenue from Bidwell Street to Robert Street. Lift Stations 3 and 4 both discharge into this line, so proper bypassing of the flow is a critical component of the project. In addition, there is a 337 foot piece of 21-inch sanitary sewer on Robert Street from Crusader Avenue to Carol Avenue which is in similar condition and is included in this project.

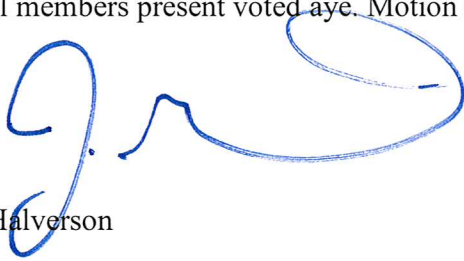
Manhole rehabilitation will be performed as needed once the bypass pumping is underway and the condition of each invert can be thoroughly inspected. A separate manhole invert at Oakdale Avenue and Annapolis Street has been identified as needing repairs. This will require bypass pumping and is included in this project.

Plans and specifications were prepared by our consultant, AE2S, Inc. and the project was advertised for bid. The engineer's estimate was \$270,000. Bids were publicly opened at 10:00 a.m. on February, 3, 2017. A total of seven bids were received

Motion was made by Clpn. Bellows and seconded by Clpn. Napier to accept the bids as presented and award a contract to Insituform Technologies USA, LLC for the Crusader Avenue Sewer Lining Project, City Project 17-2 for a contract amount of \$224,761.70.

13. Adjourn

Motion was made by Clpn. Bellows and seconded by Clpn. Vitelli to adjourn the meeting at 7:25 p.m. All members present voted aye. Motion carried.

A handwritten signature in blue ink, appearing to be 'J. Halverson', with a large, stylized loop at the end.

Jenny Halverson
Mayor
City of West St. Paul




CITY OF WEST ST. PAUL

1616 HUMBOLDT AVE., WEST ST. PAUL, MN 55118-3972
ADMINISTRATION 552-4100
POLICE AND FIRE 552-4200
EMERGENCY 911

TDD# 552-4222

OATH OF OFFICE

I, *Joelle Marie Bartlett*, do solemnly swear [or affirm] to support the Constitution of the United States and of this State and to discharge faithfully the duties of my office as POLICE OFFICER of the City of West Saint Paul to the best of my judgement and ability.

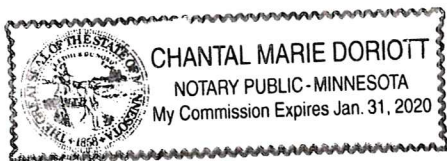


Signature

Subscribed and sworn before me on this

13 day of February, 2017.

Chantal M. Doriott





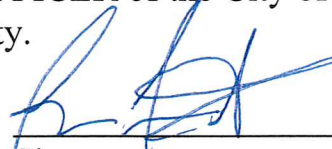
CITY OF WEST ST. PAUL

1616 HUMBOLDT AVE., WEST ST. PAUL, MN 55118-3972
ADMINISTRATION 552-4100
POLICE AND FIRE 552-4200
EMERGENCY 911

TDD# 552-4222

OATH OF OFFICE

I, *Lucas Tyler Forster*, do solemnly swear [or affirm] to support the Constitution of the United States and of this State and to discharge faithfully the duties of my office as POLICE OFFICER of the City of West Saint Paul to the best of my judgement and ability.

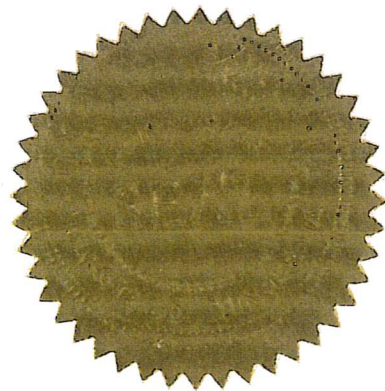
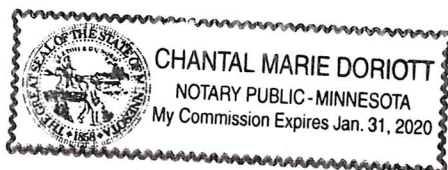


Signature

Subscribed and sworn before me on this

13 day of February, 2017.

Chantal M Doriott





CITY OF WEST ST. PAUL

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TDD# 552-4222

OATH OF OFFICE

I, *Ben Stanley Ellringer*, do solemnly swear [or affirm] to support the Constitution of the United States and of this State and to discharge faithfully the duties of my office as POLICE OFFICER of the City of West Saint Paul to the best of my judgement and ability.

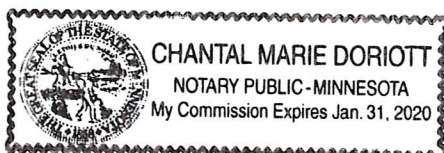


Signature

Subscribed and sworn before me on this

13 day of February, 2017.

Chantal M. Doriot



CITY OF WEST ST. PAUL

RESOLUTION NO. 17-10

**RESOLUTION ACCEPTING A FEDERAL TRANSPORTATION
ALTERNATIVES PROGRAM (TAP) GRANT FROM THE METROPOLITAN
COUNCIL AND AUTHORIZING THE SOLICITATION OF BIDS TO
COMPLETE REQUIRED DESIGN/ENGINEERING**

WHEREAS, the City of West St. Paul applied for a Transportation Alternatives Program (TAP) grant from the Metropolitan Council on July 15, 2016; and

WHEREAS, the application requested a grant in the amount of \$1.195M to construct an off-street trail and sidewalk on Marie Ave from Robert St. to Oakdale Ave, and to construct an off-street trail on Oakdale Ave from Mendota Rd. to Wentworth Ave; and

WHEREAS, the Metropolitan Council formally awarded the grant to the City of West St. Paul on January 18, 2017; and

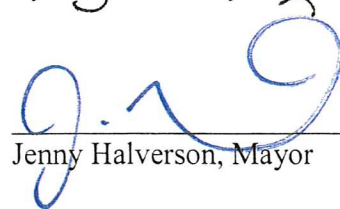
WHEREAS, the grant dollars are programmed to be distributed to the City in 2019 for construction in 2019;

NOW THEREFORE BE IT RESOLVED that the City of West St. Paul formally accepts the grant and authorizes city Staff to solicit bids to complete the necessary design/engineering for the project.

Adopted by the City Council of the City of West St. Paul this 13th day of February, 2017

Ayes: 3

Nays: 3

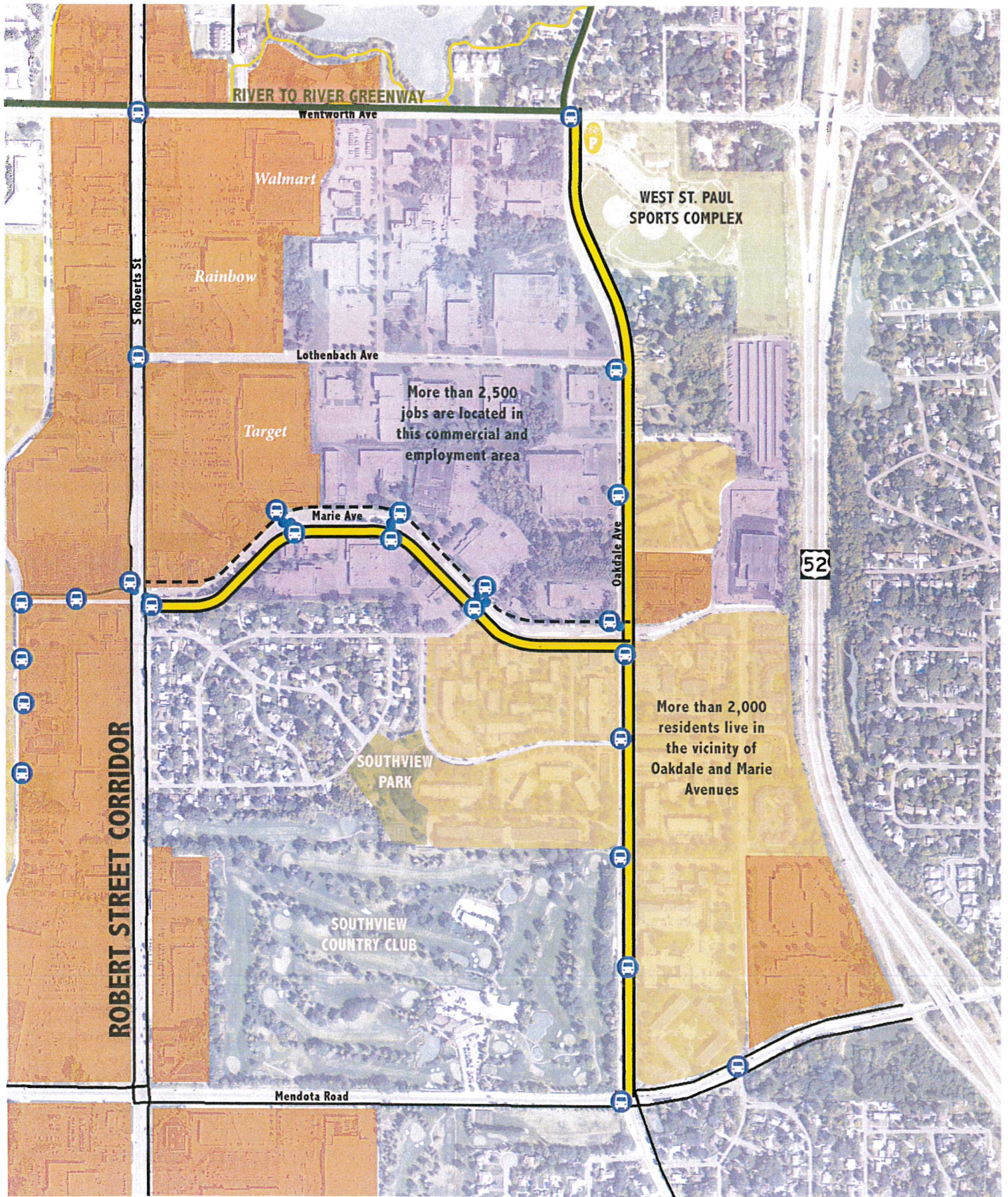


Jenny Halverson, Mayor

Attest:



Chantal Doriott, City Clerk



- Proposed Multi-Use Trail
- Regional Trail
- Proposed Sidewalks
- Existing Sidewalks
- Local Trails

- Bus Stops
- Higher Density Housing
- Employment Areas
- Commercial

- Park & Ride
- Proposed Bike Parking

West St. Paul Oakdale and Marie Trail Extension

Project Summary